

1 March 1988

MEMORANDUM FOR: CHIEF, OPERATIONS, FMD/OL

FROM:

EB/OPS/FMD/OL

SUBJECT: Procedure for Turnover of Spare Parts,
Tools, etc., from NHB Contractor to
Ogden Allied

1. As per your instructions, a meeting was held on February 26, 1988, to discuss a procedure and make recommendations for the turnover of spare parts, materials and tools, etc., from NHB contractors to Ogden Allied.

2. The meeting was attended by the following people:

- a) - Contracting Staff, FMD/OL
- b) - Maintenance Branch, OPS/FMD/OL
- c) Lee Stacey - Ogden Allied
- d) Tony Gibbs - Ogden Allied
- e) - EB/OPS/FMD/OL

I indicated to Mr. Stacey that he should expect to receive a considerable amount of spare parts, materials and tools, etc., from the NHB contractors.

3. These items should be considered as government furnished equipment and a proper procedure should be developed for their control and accountability. Such procedure should be approved by FMD and the Contracting Officer.

4. It was indicated that a detailed list of these materials, etc., will be submitted by the contractor through GSA, indicating the exact quantity of each item. Ogden Allied should verify and sign for the items received.

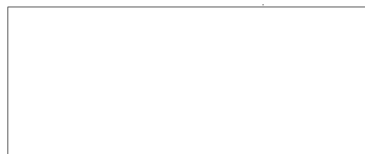
5. Mr. Stacey said that he would like to see in the list submitted a description and use of each item, and its value.

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6. Mr. Stacey also expressed concern about space limitations to store spare parts and materials and suggested that the government should explore the possibility of storing some of these items off-site, for which we may not have immediate need. He also suggested that we might make some of these items available to be used at other locations.

STAT



cc: Originator
Attendees
C/EB/OPS/FMD/OL
C/NBPO/OL
C/CS/FMD/OL